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ESTABLISH CENTRAL INSTITUTE OF SCIENTIFIC AND
TECHNICAL DOCUMENTATION IN WARSAW

The State Economic Planning Commission directive of 9 January 1952 created the Central Institute of Scientific and Technical Documentation, to supplement the needs of the national economy. The institute is to carry on research in methods of documenting technical research and will be located in Warsaw.

The institute carries on scientific research in the methodology of scientific and technical documentation, in order to arrive at a uniform system of documenting scientific and technical research. This will aid industrial progress. The institute also collects, classifies, registers, and publishes abstracts of technical research and allied economic problems. The duties of the institute are to:

1. Coordinate the efforts of libraries, research institutes, project bureaus, government, and socialized enterprises so that all incoming technical research documents such as publications, drawings, films, photographs, and tape recordings will be accessible to all.
2. Carry on research projects in the methodology of various forms of scientific documentation, and introducing uniform, perfected methods of procedure in the documentary field.
3. Circulate original documents and bulletins, bibliographies, translations, resumes, photostatic copies, microfilms, film strips, records, and tape recordings among the pertinent government institutions and schools.
4. Publish technical information in the documentation field, on its own, or in conjunction with other organizations.
5. Disseminate information and methods to Rationalist Clubs and research workers.

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6. Provide and improve tools and materials of documentation, and co-operate with enterprises producing these tools and equipment.
7. Train cadres for documentary work.
8. Cooperate with institutions and individuals dealing with problems of technical and scientific documentation.
9. Maintain liaison with foreign institutes in the field, especially with those of the USSR and the People's Democracies.

The organization of the institute is divided into two parts: the Research Department follows the outline delineated above; the Service Department helps the Research Department by dealing with matters of personnel, the budget, and economy.

The State Economic Planning Commission has complete jurisdiction over the institute, and all of its income and expenses are included in the government budget under the State Economic Planning Commission.

This directive is effective 30 January 1952.

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